



University of Tennessee Position Description: IT Software Developer I

Unit: UTSA IT Services
FLSA: Exempt
Date: February 25, 2014

Job Code/Title: #30000276/IT Software Developer I
Pay Grade: 38

General Description:

Develops and tests basic software solutions under the direction and support of senior OIT Staff to automate and/or enhance UT business processes. Business processes include programming to support the academic and research mission of the University.

Duties and Responsibilities:

- Develops, tests, and documents simple to moderately difficult programs that will execute independently or as part of a larger information system
- Obtains and performs test plan testing on software
- Maintains software, both purchased and internally developed
- Performs software operations, as required
- Performs maintenance-and operation of software, both purchased and internally developed
- Performs software upgrade testing and makes program changes as required
- Develops documentation as necessary to complete specific assignments
- Performs basic level of problem analysis, design, and development of software solutions as assigned
- Performs other related duties as required

Job Specifications:

Behavioral Skills:

Accountability	Basic	Learning	Intermediate
Analytical Thinking	Intermediate	Problem Solving	Intermediate
Building Relationships	Basic	Process Orientation	Intermediate
Change Advocacy	Basic	Service Area Expertise	Intermediate
Effective Communication	Intermediate	Teamwork	Basic
Initiative	Intermediate	Thoroughness and Efficiency	Intermediate

Professional Skills:

Information Content Publishing	Level 1	Installation and Integration	Level 2
Portfolio, program and project support	Level 2	Service Level Management	Level 2
Requirements Definition and Management	Level 2	Change Management	Level 2
Database/Repository Design	Level 2	Applications Support	Level 2
Programming/Software Development	Level 2	IT Operations	Level 1
Information Content Authoring	Level 1	Database Administration	Level 2
Testing	Level 1	Network Support	Level 2
Systems Integration	Level 2	Service Desk and Incident Management	Level 3

Knowledge:

Knowledge requirements establish the level of mastery (basic, intermediate, advanced, or expert) a candidate must possess with specific technologies, products, services, processes, methods, regulations, or policies that are necessary to perform the responsibilities of the position. Due to the frequent changes in Information Technology, these requirements are established and communicated in the posted job description at the time of search for vacant positions. Knowledge requirement changes to filled positions are normally incorporated during the annual performance review process or as needed.

Minimum Qualifications:

Education:

Associates Degree in a related field or equivalent relevant experience

Experience:

One year of relevant experience